



DEPARTMENT OF THE NAVY

OFFICE OF THE SECRETARY

WASHINGTON, D.C. 20350-1000

MAR 05 2004

From: Secretary of the Navy
To: President, FY-05 Naval Reserve Captain Supply Corps
Promotion Selection Board

Subj: PRECEPT CONVENING FY-05 PROMOTION SELECTION BOARDS TO
CONSIDER OFFICERS IN THE SUPPLY CORPS AND SUPPLY CORPS
(FTS) ON THE RESERVE ACTIVE-STATUS LIST OF THE NAVY FOR
PROMOTION TO THE PERMANENT GRADE OF CAPTAIN

Encl: (1) Board's Membership
(2) FY-05 Reserve Officer Promotion Selection Board
Guidance

1. Membership, Date, Location, and Function

a. The promotion selection board, consisting of you as president and the officers listed in enclosure (1), is ordered to convene at Navy Personnel Command, Millington, TN, at 0800, 8 March 2004, or as soon as practicable thereafter. The function of the board is to consider Reserve Active-Status List officers in the Supply Corps and Supply Corps (FTS) for promotion to the permanent grade of captain. The records and names of all eligible officers, determined as of the date the board convenes, will be furnished to the board. The names of those officers who are above and in the promotion zone will be indicated, as appropriate.

b. The board shall proceed in accordance with the FY-05 Reserve Officer Promotion Selection Board Guidance, enclosure (2), and any other guidance contained in this letter.

2. Authorized Selections. The total number of officers who may be recommended in the competitive category shall be the number that most closely approximates the percentage set forth below of in-zone eligible officers determined as of the date the board convenes. The Chief of Naval Personnel shall determine the number of in-zone eligible officers on the convening date, calculate the number that may be recommended for promotion under the percentage set forth in the FY-05 Reserve Officer Grade Promotion Plan, and furnish the number to the board. The board may recommend up to the number provided by the Chief of Naval Personnel.

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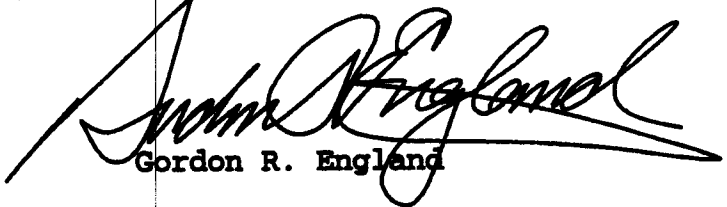
COMPETITIVE
CATEGORY

PERCENT
TO SELECT

Supply Corps
Supply Corps (FTS)

50
50

3. Unless expressly authorized or required by the President, Secretary of Defense, or myself, neither you nor any member of the board or administrative staff may disclose the proceedings, deliberations, or recommendations of the promotion selection or continuation selection boards. All board members and administrative staff must comply fully with these requirements, and I expect you to emphasize the need for strict confidentiality.



Gordon R. England